

# Parks & Recreation Advisory Board Minutes

September 1, 2021

## **Board Attendance Record**

William Dryburgh 10/10  
Don McCormick 10/10  
Kay Tvaroch 7/10  
Debra Anlauf 10/10  
Erick Toth 7/10  
Maria Greenberg 8/10  
Fred Pazona 8/10

## **Present**

William Dryburgh  
Don McCormick  
Debra Anlauf  
Erick Toth  
Maria Greenberg

## **Absent**

Kay Tvaroch  
Fred Pazona

## **County Representatives**

Ken Doherty, Commission Liaison  
Tommy Scott, Director  
Maureen Broderick, Recreation Manager  
Mike Norton, Recreation Supervisor  
Marc Solomon, Recreation Superintendent  
Kathy Koroschetz, Administrative Assistant

## **Guests**

Chairman William Dryburgh welcomed members, staff, and visitors to the meeting.

- Roll Call
- Minutes

Motion to approve the 2021 June Minutes made by Don McCormick, 2<sup>nd</sup> by Erick Toth and was unanimously approved.

- Division Reports – May, June & July 2021
  - Maria Greenberg asked how the summer camps went and Tommy Scott, Director replied that camp went really well with only a couple Covid related issues towards end of Summer, but overall kids enjoyed themselves and swim lessons went well too.
  - William Dryburgh commented that the attendance numbers seem to be rising at Centennial and Tommy Scott responded that people are starting to find us now with general recreation, swimming lessons and club and high school practicing, so yes, we are seeing more people coming in.
- Old Business
  - **GC Herring Park Master Plan** – Tommy Scott, Director passed out a conceptual master plan to get the Parks and Recreation Advisory Board's (PRAB) consideration and potential recommendation. Tommy explained the master plan and pointed out additions and changes to the plan. The next phase will be end of 2022 beginning of 2023 when this sales tax project is due to be started. The next step would be for a design company to start working on the design and then construction.
    - William Dryburgh asked about the black trails showing on the plan, Tommy Scott explained they are hard surface trails that connect the William R. Gaines Jr. Veteran's Memorial Park that go through the wilderness areas of the park and can be used for biking, walking and being hard trails allows ability to be used by wheelchairs.
    - Commissioner Ken Doherty asked if the track on the plan was the same track used in the 70's for publicized events, Tommy Scott replied yes, and initially we tried to incorporate and save the original track, but it was not worth the repair, so a walking trail was built around it.
    - Maria Greenberg inquired about the basketball courts on the plan, Tommy Scott replied those courts will go away and be open sports fields and new basketball courts will be added on the right side of the plan.

Motion to approve the proposed Master Plan for GC Herring Park made by Maria Greenberg, 2<sup>nd</sup> by Don McCormick and was unanimously approved.

- New Business
  - I. **October tour locations** – After lengthy discussion the PRAB agreed to tour Charlotte Sports Park (CSP) to view the significant updates to the facility of nearly \$3M and then on to Rotonda Park. The PRAB will meet at CSP (main gate near playground) at 11:00am on October 6, 2021 to start the tour.
  - II. **National Association of Parks and Recreation Officials (NACPRO)** – Tommy Scott announced that we submitted to NACPRO this year for Centennial Park Recreation Park

and won! And will be presenting the award to the Board of County Commissioners (BCC) on the 2<sup>nd</sup> board meeting of September. We are proud of our staff that works very hard to be able to win this national award.

**III. Florida Recreation and Parks Association (FRPA) award**– Tommy Scott announced that staff is currently at the FRPA State conference this week and is receiving the award we submitted for our Marketing efforts to be able to promote several programs especially during Covid, and we won the Public Relations award!

**IV. Port Charlotte Beach Recreation Center replacement update** – Tommy Scott handed out a draft update on one of the 2020 sales tax projects being the *Port Charlotte Beach Recreation Center replacement* update and explained we have been working with consultants on the conceptual plan and have held two public outreach meetings to gather feedback on what the public would like to see the space used for. The building will be significantly bigger with several meeting, event and training rooms and catering kitchen.

The plan will be going out soon to a design firm to start the actual design and there will be one more public engagement to show the public how their ideas have been applied into the design and get citizen input. Both building and pool will be designed and then start construction of the building first and then the pool since the pool is a tier 2 project.

- Commissioner Doherty asked if they will be hiring a construction manager for the project to keep things on budget. Tommy Scott responded that Facilities Department is the lead on the project after design and he believes they are looking into that but said he would follow-up on it.

**V. Parking machines at beaches and boat ramps** - Tommy Scott explained how the parking machines have been a problem since beginning of Covid. Since June of 2020 our concerns were to avoid touching money, machines and contact with staff, so we provided the App (Park Mobile App) along with the parking passes that can be purchased at recreation centers, online or by mail (for 1 year, 6 months or 3 months).

We have promoted these two forms of paying via social media and our website along with how to use the App to address any concerns, we also have provided public signage, business cards, and wrap cards explaining how to use the App.

Every 3-4 years we replace our parking meter machines, but since we are seeing people using the above options, we have recommended to the BCC to not replace the parking meters and stay with the App and Parking Passes which will allow us to save between \$120,000 and \$150,000 and in addition to maintenance contract and repair costs.

**VI. Update on CAPRA Standards...getting ready for re-accreditation in 2022** – Mike Norton, Recreation Supervisor handed out a CAPRA list of standards that were not met as part of Accreditation Review by the Visitation Team in May 2017 and gave an update on where we are now. Mike Norton explained every 5 years the Accreditation is due and

since 2017 all standards have been completed except for one that is still in the process of being completed and stated that we are in a good position going through and updating all documents to ensure we meet all standards in 2022 at 100%.

Tommy Scott added that the staff really works hard every day to keep up with the standards by having quarterly reviews to stay on point to stay compliant throughout the years, so we are ready for the Accreditation review every 5 years and then continue with ongoing maintenance.

**VII. Charlotte 2050 Comprehensive Plan Evaluation & Appraisal Review** – Tommy Scott Explained that a Comprehensive Plan Evaluation & Appraisal Review is required by the state every so often that requests a plan of how we intend to develop our community, and we provide updates and reviews of the plan. The Building & Construction Services Department heads the plan, but Community Services has specific sections that we are responsible for and go through and make requests for any changes. We are currently in the process of doing this, and one of the changes we are doing is moving everything out of our Parks and Recreation Master plan and moving it to be part of the Comprehensive Plan.

- Sports Council Update – Erick Toth
  - Reviewed egress areas, sign usage, clubs, and confirmed Covid policies in effect
  - Harold Avenue was closed from 8/30-9/2
  - Reviewed football schedules for upcoming clubs
  - Field and facility question and answer session with Monty Rodriguez
- Member Issues  
None
- Directors Report  
Tommy Scott addressed the red tide blooms occurring in the area and reassured the everyone that our staff is out daily cleaning up Englewood Beach and measuring the red tide in the form of filling buckets, this process of putting the fish in buckets and filling the dumpster seems to be the best unit of measurement. Recently it has been low, with only a few buckets for the 1-2 miles of linear footage at Englewood Beach.

Tommy Scott also gave update on the Covid restrictions stating that the county is continuing with our protocols by changing wording on our signs to “we strongly encourage people to wear a masks” as well as cleaning, social distancing and encouraging people to get vaccinated. Administration and staff are doing their part to keep our team and customers safe.

Staffing challenges recently have been an issue everywhere in the county, state and across the nation. Community Services has felt it as well with 109 vacancies (full-time, part-time & seasonal). Our significant concern has been with our lifeguarding staff, recreation staff, maintenance workers and recently library technicians. We have a

couple things planned to address this; one will be a department specific virtual hiring event on September 15<sup>th</sup>. Also, the county will be doing a countywide hiring event for all departments and constitutional officers in October and this event is planned to be virtual as well. In addition, we will continue with our normal recruiting process.

We are making recommendations to the BCC for operational changes proposing we be open less hours and days of the week due to being down 33 lifeguards and 11 recreation specs positions, it is very difficult to maintain operations. We are basing the proposal on stats from usage at the facilities and are providing as much data and analysis as possible to the BCC. We are actively working and finding alternative ways to recruit for these positions so we can continue full operation as quickly as possible.

- Citizens Input  
None
- Announcement
- Adjourned at 2:05 p.m.

CC: Commissioner Ken Doherty, District 1  
Commissioner Chris Constance, District 2  
Commissioner Bill Truex, District 3  
Commissioner Stephen R. Deutsch, District 4  
Commissioner Joe Tiseo, District 5  
Hector Flores, County Administrator  
Emily Lewis, Deputy County Administrator